



HOT WORK PERMIT

For additional assistance or to submit form, please contact:
Thomas Eadie @ 901-678-4671 or tgeadie@memphis.edu
Environmental Health & Safety, 414 J.M. Smith Hall
To submit email ehs@memphis.edu or use the submit button below.

Before initiating hot work, ensure that precautions are in place as required by the International Fire Code (IFC), Chapter 26, and ANSI Z49.1. Ensure that an appropriate fire extinguisher is readily available.

This Hot Work Permit is required for any operation involving open flame or producing heat and/or sparks (i.e. welding, brazing, cutting, grinding, soldering, thawing pipe, torch applied roofing, chemical welding, etc.).

Hot work may not commence until the permit has been completed, signed, and submitted to Environmental Health and Safety (EH&S). A separate permit must be issued for each hot work location. This permit is only valid for one day, and it must be kept on site during the hot work.

Building/Location: _____ Specific Area: _____

Requesting Person: _____ Phone number: _____

Job Title: _____ Supervisor: _____

Permit Issue Date: _____

Hot Work Description:

The hot work location has been inspected and the proper precautions have been taken in accordance with the checklist on the next page and marked appropriately.

Signatures:

Authorizing Person: _____ Date: _____

Person performing Hot Work: _____ Date: _____

Fire Watch Person: _____ Date: _____

Time Started: _____ A.M. P.M. Time Ended: _____ A.M. P.M.



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Has UM Electronics Shop been contacted to avoid accidental activation of the fire alarm?	Yes	No
Has Hot Work are been inspected by all signers?	Yes	No
Is the Hot Work area fully sprinkled?	Yes	No
Will Hot Work create fumes and/or smoke?	Yes	No
Does the area have adequate ventilation?	Yes	No
Will forced air ventilation be used?	Yes	No
Is Hot Work Area considered to be confined space?	Yes	No
Combustibles kept at least 35 feet from hot work?	Yes	No
Are combustibles that cannot be moved 35 feet away covered with FR rated materials?	Yes	No
Wall and floor openings within 35 feet covered?	Yes	No
Are floors clean and free of combustibles?	Yes	No
Workers are wearing appropriate PPE?	Yes	No
Hot Work is confined to permitted work site?	Yes	No
If area is accessible to passers-by, has warning signage been posted?	N/A	Yes No
All hot work equipment has been inspected and determined to be in acceptable condition?	Yes	No
A currently serviced fire extinguisher (minimum rating 2A20BC) is on site and within 30 feet of the hot work site?	Yes	No
Fire Watch is trained in fire extinguisher use?	Yes	No
The Fire Watch will be present during Hot Work?	Yes	No
Fire Watch will be present for at least 30 minutes following completion of the Hot Work?	Yes	No

Final Site Inspection:

The Hot Work area has been monitored for at least 60 minutes after completion of the Hot Work and has been determined to be free of fire hazards. Time: _____ A.M. P.M.

Fire Watch Person Initial for Verification of Final Inspection: _____